

Indiana School for the Blind and Visually Impaired
7725 North College Avenue
Indianapolis, IN 46240

ISBVI Board Meeting Minutes
May 17, 2021
Board Meeting
9:30 a.m.

Members Present:

Mr. James Michaels, Chair
Ms. Amanda Black
Ms. Kathy Botkin, Vice Chair
Mr. John Kissling
Mr. Don Koors
Ms. Traci Hackleman

Members Not Present:

Mr. Tom Adams
Mr. Michael Dalrymple
Senator Liz Brown

Administration Present: Mr. Jim Durst, Superintendent; Mr. Raouf Estefanos, Assistant Superintendent of Business; Mr. Jay Wilson, MS/HS Principal; Ms. Tiffany Sanders, Elementary Principal/Director of Outreach; Mr. Jason Askren, Director of Residential Services; Mr. Todd Malone, Maintenance Supervisor.

I. Call to Order

Board Chair, Mr. James Michaels, called the meeting to order at 9:32am and took roll.

II. Approval of Minutes (Attachment 1)

The minutes from the March 30, 2021 meeting were reviewed.

Motion: A motion was made by Mr. Koors and seconded by Ms. Black to approve the minutes as presented; motion carried.

III. Superintendent's Report

A. School Update

Elementary and Outreach Reports – Ms. Sanders

ILEARN and NWEA testing for the elementary have been completed. Administration is anticipating positive outcomes and will use the data to support instruction.

The end of year wrap-up looks a little different this year. COVID is preventing the usual spring concert and family picnic, but staff members are planning some fun activities for students such as 'Sprinkler Days' for PE and Spirit Weeks to keep morale up and finish the school year strong.

Several case conferences have been held for new elementary students planning to start in the fall. Consultants will be concluding their direct services with the 315 (38 districts) school-age students but some will continue their services over the summer with extended contract requests as ESY service providers through the LEA's. All contracts for next school year have been sent out and are coming back aligning service needs for next year.

This summer, ISBVI will again be hosting its annual STEP (Summer Training Employment Program) in partnership with BOSMA Enterprises. This year's 'COVID cautious' program will be two, 2-week sessions for high school students from around the state. The school has identified 12 students to attend each session with 6 job coaches. ISBVI will not be hosting any other summer camps this year, but staff look to have a full summer program next summer.

MS/HS Report – Mr. Wilson

The MS has completed ILEARN testing.

NWEA testing will take place in the MS for two weeks and begin on May 17.

Graduation plans are proceeding. ISBVI will have 7 seniors graduating.

The MS is promoting a food drive to help stock the ISBVI food pantry.

The MS is welcoming a new 8th grade student on May 17.

The annual Spring Plant Sale is currently taking place at the ISBVI Greenhouse through May 22, 2021.

Monday through Friday hours are 3:00pm to 6:00pm. Saturday and Sunday hours are 9:00am to 4:00pm.

Residential Services – Mr. Askren

Bethany Amerman is the newest Residential Mentor and is working 3rd shift. The department is actively recruiting applicants for open positions.

The department would like to acknowledge John Calhoun. John has been the facilitator for the annual Tandem bike ride. John also volunteers his time to do annual inspections and tune ups on the bikes.

Staff continue to promote the walking and steps challenge with just a little over 350 miles logged with students and staff the past five weeks.

The department is looking forward to having students on campus this summer for the STEP program.

Preparations are beginning in the dorms for the upcoming program.

ISBVI will be celebrating the Forensics team on June 4 for their successful completion of the season and 2nd place within the conference.

Physical Plant Update – Mr. Malone

Camera Project: All cameras are installed and focused within their assigned areas.

Churchman Roofs: This project will be completed over the summer.

Wilson Roofs: This project is in the design phase.

Fuel Tank Replacement: The design work and bidding are complete. This project will start over the summer.

Aquatic Center: The HVAC replacement has been designed and is close to going out for bid.

DA Tank: The tank, which removes air from the water that goes back to the steam plant to be heated, is defective. Modifications were made to the tank last year in hopes to prolong replacement. It is now at the point where it must be replaced at a cost \$89,042.11. Funding for this project will come from next year's Preventive Maintenance budget.

In addition, the Lions have donated in \$82,500 for school infrastructure. These funds will be used to add a new broadband internet system.

In-house summer projects include: Striping of all parking lots, updating signage throughout the campus, and the removal of several dead trees.

Motion: A motion was made by Mr. Koors and seconded by Ms. Botkin to approve the replacement cost of the DA Tank and the purchase of a new broadband internet system, both in excess of \$25,000; motion carried.

B. Monthly Financial Statements (Attachment 2A & 2B)

Attachment 2A is the monthly financial statement for March 31, 2021. At that point, the year was 75% over, Point One expenditures were at 77.64%, Points Two through Nine reflected 73.43% spent, and overall expenditures totaled 76.95%.

The monthly financial statement for April 30, 2021, Attachment 2B, reflected 84.47% spent from Point One and 78.10% spent from Points Two through Nine with the year being 83% over. Total expenditures totaled 83.42%.

The next fiscal year, FY22, is the 2nd year of the current biennium. The allotment and reversion should stay the same. The school is waiting to hear the final word from the state budget agency regarding the reversion rate.

C. Staff Metrics (Attachments 3A & 3B)

Attachment 3A, the report as of April 14, 2021, reflects 219 total positions, 154 filled regular positions, 27 vacant regular positions, 14 filled intermittent positions and 24 vacant intermittent positions. The report as of May 11, 2021, Attachment 3B, reflects ISBVI had 219 total positions, 153 filled regular positions, 28 vacant regular positions, 14 filled intermittent and 24 vacant intermittent.

IV. New Business

A. Donations and Contributions (Attachments 4A, 4B & 5A, 5B)

Attachments 4A and 4B reflect Donations and Contributions under \$499 from March 1, 2021 to April 30, 2021 totaling \$477.75. Three donations were restricted and three were unrestricted.

Attachments 5A and 5B reflect \$183,738.00 in Donations and Contributions over \$499 from March 1, 2021 to April 30, 2021. Two donations were restricted, and one was unrestricted.

Motion: A motion was made by Mr. Koors and seconded by Ms. Black to approve donations in Attachment 5A over \$500; motion carried.

B. Review of Policies

A portion of school policies, A-01 through O-52, were reviewed by Administration. No changes were deemed necessary. The policies were presented to the Board for review and approval. The remaining school policies will be submitted to the Board in August for review and approval.

Motion: A motion was made by Ms. Botkin and seconded by Ms. Black to approve policies A-01 through O-52 as presented; motion carried.

C. Contracts (Attachment 6)

Contracts for FY22 total \$526,048.00. Nishida Services will provide housekeeping services for the school, Insight will be providing technology infrastructure, Securitas will provide security for evenings and weekends, TRF Health Services is the contract for the school's Nurse Practitioner, and Aspire Indiana is a behavioral health service that will offer counseling services to students.

Motion: A motion was made by Ms. Botkin and seconded by Mr. Koors to approve contracts for FY22 in excess of \$25,000; motion carried.

D. Board Meeting Schedule 2021 – 2022 (Attachment 7)

The proposed Board meeting schedule for the 2021 – 2022 school year was reviewed and approved. The first Board meeting of the new school year will be held Monday, August 30, 2021 at 9:30am.

E. Graduation (Attachment 8)

The school is finalizing plans to offer a modified, formal ceremony for the Class of 2021. The ceremony will be held in the Auditorium at 10:00am on Friday, June 11. The seven graduates and their families will be seated in their assigned sections and will be called to the stage, one at a time, to receive their diplomas/certificates. Mr. Michaels will be the commencement speaker.

F. COVID Update/Start of 2021 – 2022 School Year

The school's goal for the 2021 – 2022 school year is to return to normal as quickly as possible while ensuring the safety of staff, students, and visitors. ISBVI will be following the guidelines of the Indiana State Department of Health (ISDH). Unless the school receives information from the ISDH that is contrary to the plan, ISBVI will be reopening sports programming, Community Based Instruction, Use of Facilities, and other programming.

G. Tuck Pointing

This project will be finished once the following are completed: reattachment of doors and conduit, and the installation of a drain and possibly a sump pump in the apple tunnel.

H. Auf Wiedersehen

Amanda Black has served as a member of the ISBVI Board for eight years. Mr. Durst took a moment to recognize Amanda for her service and thank her for her insight, commitment, and support of the Board,

staff and students. Ms. Black will be serving the school in a new capacity as a Board member of the Indiana Blind Children's Foundation.

V. Public Comments:

No public comments.

VI. Board Comments:

Mr. Kissling inquired about distance learning and if Canvas was being used for instruction.

Mr. Durst informed the Board that Microsoft Teams had been able to meet the needs of teachers and students and proved to be a timelier solution as Canvas had many licensing requirements. The MS/HS currently has 13 students receiving online instruction and the Elementary has two. Discussions are also being held about whether the school needs to modify some of the technology. Laptops may serve students better and help with the transition into higher learning, rather than some of the current technology being used.

Ms. Hackleman stated that she is highly aware of all the challenges the school faced this year and that the DOE applauds ISBVI for its adaptability and flexibility.

VII. Next Meeting

The next meeting of the Indiana School for the Blind and Visually Impaired School Board will be Monday, August 30, 2021 at 9:30am.

VIII. Adjournment

Motion: A motion was made by Ms. Black and seconded by Ms. Botkin to adjourn the meeting at 10:16am; motion carried.